

Thurrock - An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

Licensing Committee

The meeting will be held at **7.00 pm** on **16 November 2023**

Council Chamber, Civic Offices, New Road, Grays, Essex, RM17 6SL

Membership:

Councillors Gary Collins (Chair), Cathy Kent (Vice-Chair), Alex Anderson, Daniel Chukwu, Aaron Green, Vikki Hartstean, Steve Liddiard, Ben Maney, Augustine Ononaji, Kairen Raper, Elizabeth Rigby, Sue Sammons, Graham Snell and James Thandi

Substitutes:

Councillors Qaisar Abbas, Paul Arnold, Jack Duffin and Sue Shinnick

Agenda

Open to Public and Press

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1. Apologies for Absence	
2. Minutes	5 - 8
To approve as a correct record the minutes of the Licensing Committee meeting held on 27 July 2023.	
3. Items of Urgent Business	
To receive additional items that the Chair is of the opinion should be considered as a matter of urgency, in accordance with Section 100B (4) (b) of the Local Government Act 1972	
4. Declaration of Interests	
5. Setting of Licensing Fees 2024/2025	9 - 42

Queries regarding this Agenda or notification of apologies:

Please contact Kenna Victoria Healey, Senior Democratic Services Officer by sending an email to Direct.Democracy@thurrock.gov.uk

Agenda published on: **8 November 2023**

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DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

When should you declare an interest *at a meeting*?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

What is a Non-Pecuniary interest? – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

Unless you have received dispensation upon previous application from the Monitoring Officer, you must:

- **Not participate or participate further in any discussion of the matter at a meeting;**
- **Not participate in any vote or further vote taken at the meeting; and**
- **leave the room while the item is being considered/voted upon**

If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps

Non-pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.

Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
 - High quality, consistent and accessible public services which are right first time
 - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
 - Communities are empowered to make choices and be safer and stronger together

2. **Place** – a heritage-rich borough which is ambitious for its future
 - Roads, houses and public spaces that connect people and places
 - Clean environments that everyone has reason to take pride in
 - Fewer public buildings with better services

3. **Prosperity** – a borough which enables everyone to achieve their aspirations
 - Attractive opportunities for businesses and investors to enhance the local economy
 - Vocational and academic education, skills and job opportunities for all
 - Commercial, entrepreneurial and connected public services

Minutes of the Meeting of the Licensing Committee held on 27 July 2023 at 7.00 pm

Present: Councillors Gary Collins (Chair), Cathy Kent (Vice-Chair), Paul Arnold (Substitute for Ben Maney), Daniel Chukwu, Aaron Green, Vikki Hartstean, Steve Liddiard, Augustine Ononaji, Kairen Raper, Elizabeth Rigby and Sue Sammons

Apologies: Councillors Ben Maney, Graham Snell and James Thandi

In attendance: Paul Adams, Licensing Manager
Kenna-Victoria Healey, Senior Democratic Services Officer

Before the start of the Meeting, all present were advised that the meeting was being live streamed to the Council's website.

1. Minutes

The minutes of the Licensing Committee meeting on 1 February 2023 were approved as a correct record.

2. Items of Urgent Business

There were no items of urgent business.

3. Declaration of Interests

There were no declarations of interest.

4. Licensed Vehicle Tinted Windows

The Licensing Manager presented the report at pages 9 to 14 of the agenda.

During questions from Members the following was highlighted:

- Officers had no concerns with the visibility of drivers and passengers when travelling in vehicles at night as long as the tinted windows were factory fitted and in line with national regulations.
- It was confirmed that Officers had completed a consultation a year ago and the proposed recommendation was in line with national guidance which could be found on the Government website.
- Some Members welcomed the change for the taxi trade as it would potentially save them money in the long run with not having to seek to have windows amended once purchasing a vehicle.

- It was explained tinted windows on vehicles were inspected when vehicles were taken through the compliance stage which took place twice a year.
- Officers outlined the difficulty of having a grading percentage for tinted windows. Currently only Road Traffic Police could carry out checks on the side of the road relating to tinted windows.

Members remarked on the use of CCTV in taxi vehicles, it was explained that the Council encouraged drivers to install CCTV within their vehicles, however if this was to be enforced then the Council would become the data controller, and this was not something which was possible at the current time. The Committee heard that all policies were line with national guidance.

The Chair put the recommendation on page 9 to vote.

For (10) Councillors Gary Collins (Chair), Cathy Kent (Vice-Chair), Paul Arnold, Daniel Chukwu, Aaron Green, Vikki Hartstean, Steve Liddiard, Augustine Ononaji, Kairen Raper and Sue Sammons

Against (0)

Abstained (1) Councillor Elizabeth Rigby

RESOLVED: That the Committee agrees to amend Thurrock Council's Hackney Carriage and Private Hire Licensing Policy pre-licensing standards for both Hackney Carriage and Private Hire vehicles for tinted windows as in point 3.6 of this report.

5. Restricted Private Hire Drivers Licences

The Licensing Manager presented the report at pages 15 to 24 of the agenda.

Through discussions the below points were raised:

- Benchmarking with other Local Authorities in the county, Thurrock were not the first nor last to introduce Restricted Private Hire Drivers Licences.
- Drivers who were successful through the recruitment stage would receive a restricted badge and would only be allowed to assist with the School Transport Contracts, they would not be allowed to work the taxi ranks around the borough, until they had completed the whole training course and knowledge test.
- It was highlighted that during Covid the taxi trade had a reduction in drivers, due to them having to find other jobs and since then recruitment hadn't picked up.
- Safeguarding Training was to be completed online and individuals were trained by a recommended provider used by other Local Authorities

The Chair put the recommendation on page 15 to vote.

For (8) Councillors Gary Collins (Chair), Cathy Kent (Vice-Chair), Paul Arnold, Daniel Chukwu, Aaron Green, Steve Liddiard, Augustine Ononaji and Sue Sammons

Against (0)

Abstained (3) Councillors Vikki Hartstean, Kairen Raper and Elizabeth Rigby

RESOLVED: That the Committee approves for the introduction of a Restricted Private Hire Drivers Licence as set out in this report, amending Thurrock Council's Hackney Carriage and Private Hire Licensing Policy.

The meeting finished at 8.24 pm

Approved as a true and correct record

CHAIR

DATE

Any queries regarding these Minutes, please contact Democratic Services at Direct.Democracy@thurrock.gov.uk

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16 November 2023		ITEM: 5
Licensing Committee		
Setting of Licensing Fees 2024/2025		
Wards and communities affected: All	Key Decision: Key	
Report of: Paul Adams, Licensing Manager		
Accountable Head of Service: Michael Dineen, Assistant Director for Investigation, Enforcement and Community Protection & Safety (Incl. Emergency Planning and Resilience)		
Accountable Director: Claire Demmel, Director of Public Realm		
This report is: Public		

Executive Summary

This report sets out the process and methodology for the setting of Licence Fees associated with licence applications under the remit of the Licensing Committee and proposes the licencing fees for the 2024-2025 financial year for consideration.

1. Recommendation(s)

1.1 To agree for the proposed fees and charges as set out in Appendix 2 for the 2024- 2025 financial year.

2. Introduction and Background

2.1 Most licence applications attract a fee, different licensing regimes have different ways in which the fees are set, which generally is by one of three ways:

- A statutory set fee.
- A locally set fee that has by statute, a capped maximum amount.
- A locally set fee with no maximum cap.

2.2 With the exception of the statutory set fees, any fee charged must be based on cost recovery, no profit can be made on the licence fee income.

2.3 Fees that are set by statute, cannot be varied and must be charged as they are set within the legislation, this relates to all licences under the Licensing Act 2003 (Alcohol and Entertainment).

- 2.4 Fees that can be set locally with a capped maximum, must be set on a cost recovery basis up to the cap. If the cost recovery is less than the capped amount, then less than the cap should be charged. If the cost it is higher than the cap, then a loss will need to be made. This relates to fees under the Gambling Act 2005. Fees are currently set at the maximum cap.
- 2.5 Fees that can be set locally without a cap, must be set on a cost recovery basis only, they cannot be used to generate an income to perform other functions of the Council. This relates to Taxis, Sex Establishments, Scrap Metal Dealers, Street Trading, MST and all Animal Welfare Licences.
- 2.6 Guidance does exist in relation to fee setting in the form of:
- Home Office Guidance on setting Scrap Metal Dealers Act 2013 Fees.
 - Draft LGA Guidance on Locally Set Fees, issued September 2013.
 - DEFRA Guidance, Animal Welfare Licence Fees - A Practical Guide to Fee Setting
 - Welsh Technical Panel Templates
 - Case law.
- 2.7 Cost recovery includes the covering the full cost of administering and ensuring compliance with the licensing regime. Each licensing regime has some slight differences but generally the costs that could be included calculations and apportioned appropriately are:
- Administration - processing of the licence, officer time, printing, postage and licensing software, etc.
 - Visits - officer time for initial visits, renewal inspections, etc.
 - Third Party Costs – veterinary visits, vehicle inspections etc.
 - Consultation and liaison with third parties – engaging with Responsible Authorities and other stake holders.
 - Management Costs – apportioned cost of the management involvement in any process.
 - Democracy costs – committee costs for determining applications
 - On Costs – payroll, accommodation, finance, legal, travel
 - Training – For officers and members
 - Policies – development, consultation, publishing and review.
 - Web material – compliance with EU Directive, online applications.
 - Compliance work – ensuring licence holders are compliant with the licence.
 - Fees – setting and reviewing of fees
 - Appeals - legal costs of appeals
 - Maintaining registers – local and national
- 2.8 There are costs that are unrecoverable; this should include the cost of enforcement action in relation to un-licensed persons/premises/vehicles. This type of action should be funded out of the Council's General Fund.

- 2.9 In order to ensure that fees remain reasonable and proportionate it is necessary to carry out a regular review of the fees.
- 2.10 Generally fees cannot make a profit, case law has established that any surplus must be carried forward, and any deficit can also be carried forward and recouped.
- 2.11 Benchmarking of fees could be used only as a comparison and should not be used as a fee matching exercise. Each authority will have different costs, structures and processes, which could create significant differences in fees.

3. Issues, Options and Analysis of Options

- 3.1 Thurrock Council's locally set licence fees were last increased in 2023.
- 3.2 A set of trading accounts have been prepared which have included the cost of providing each area of licensing based on the percentage of time officers spend on each activity, against the income against each area, which can be found in **Appendix 1**.
- 3.3 Based on the trading accounts, the proposed fees and charges for the 2024 – 2025 period are attached as **Appendix 2**. It is intended that these fees and charges will come into effect from 1st April 2023. A summary of any the proposed fees for each licensing area is provided below.
- 3.4 Hackney Carriage and Private Hire Drivers fees. No increase is required. While there is a small deficit between the income and the expenditure, there is a small deficit on the Hackney drivers account and a small surplus on the private hire driver account. This will be monitored to ensure that the overall costs across the following years remains cost neutral. We currently have 317 licensed drivers.
- 3.5 Hackney Carriage and Private Hire Vehicles. No increase is required. the. There is a surplus between the income and expenditure which is being used to reduce the overall deficit. This will be monitored to ensure that the overall costs across the following years remains cost neutral. We currently have licensed 72 Hackney Carriage vehicles and 171 Private Hire Vehicles.
- 3.6 Private Hire Operators. No increase is required. While there is a deficit being carried forward there is a small surplus between income and expenditure. This will be monitored to ensure that the overall costs across the following years remains cost neutral.
- 3.7 Animal Licences. An increase is required for the animal establishment licences due to the deficit between the income and the expenditure. These licences included pet shops, dog boarders and breeders etc. We currently issue 47 licences.

- 3.8 Street Trading Consents. An increase is required. There is a small deficit between the income and the expenditure. This will be monitored to ensure that the overall costs across the following years remains cost neutral.
- 3.9 Sex Establishments, Massage and Special Treatments (MST), Scrap Metal Licensing. An increase is required as there is a deficit between the income and the expenditure. This will be monitored to ensure that the overall costs across the following years remains cost neutral.
- 3.10 A new charge has been introduced for the rating of films to cover the cost in providing this service. No charge was made previously as this service was rarely used, however in the last couple of years we have seen requests for local film festivals. The introduction of this charge will ensure cost recovery.
- 3.11 A benchmarking exercise has been provided on the current fees charged for the 2022- 2023 period by other Essex Authorities. As attached as **Appendix 3**. The information has been taken from the information published on each authority's website, and has no reflection on the different costs, structures and processes that each authority may have.

4. Reasons for Recommendation

- 4.1 is important that all licence fees are subject to regular review to ensure that they remain reasonable and proportionate. Where there is to be a significant change to the licensing fee, sufficient consultation must be undertaken to ensure compliance with legislation and to seek a balanced view of the proposed changes.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 Consultation on the proposed fee change is not being undertaken. Consultation should be undertaken on any significant proposed changes to fees, or where consultation is required by statute as below. None of the changes proposed meet these criteria.
- 5.2 Under the Local Government (Miscellaneous Provisions) Act 1976, with regards to hackney carriage proprietors' licences, private hire vehicle licences and private hire operator licences, there is a requirement where the fee charged is greater than £25 to consult on the proposed fee as prescribed by the legislation.
- 5.3 The procedure requires that a notice must be published in a local newspaper, and at the offices, which must give 28 days from the date of publishing for objections to be lodged and advertise the date the fees will come into effect.
- 5.4 If objection is received and has not been withdrawn then the council must consider the objections. If this is the case, then this committee will consider the objections.

6. Impact on corporate policies, priorities, performance and community impact

6.1 This review will ensure the licensing service continues to be cost recovery where possible.

7. Implications

7.1 Financial

Implications verified by: **Laura Last**
Finance Manager

As part of the annual budget setting process, the Council is required to review its fees and charges. This report sets out information for the Licensing Committee, the process of setting fees in accordance with legislation, guidance, and good practice. It is important that, where possible, the Licensing fees and charges are set to cost recovery.

The effect of any changes to fees and charges on individual income targets will be determined as part of the 2024-25 budget setting process in which Corporate Finance and the service areas will review anticipated levels of demand, fee increases, previous performance and potential associated costs.

7.2 Legal

Implications verified by: **Adam Rulewski**
Deputy Principal – Housing, Civil and Prosecutions (Advocate)

A Council is entitled to charge a reasonable fee for the grant of a licence, in accordance with relevant legislation, with a view to recovering the costs of issue and administration of those licences. This report set out what is considered reasonable and the process to be followed.

7.3 Diversity and Equality

Implications verified by: **Natalie Smith,**
Head of Community Development.

A Community Equality Impact Assessment has been completed. The proposed fees and charges are not considered to any have known equality impacts.

7.4 **Other implications** (where significant) i.e. Staff, Health, Sustainability, Crime and Disorder, or Impact on Looked After Children

None

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

None

9. **Appendices to the report**

- Appendix 1 – Licensing Trading Accounts.
- Appendix 2 – Proposed Fees 2024/2025.
- Appendix 3 – Benchmarking.
- Appendix 4 – Licensing Fees - Community Equality Impact Assessment

Report Author:

Paul Adams

Licensing Manager

Licensing Team, Public Protection

2022-23

B/fwd (+/-)

Income

Net

Expenditure

Surplus/Deficit

	Private Hire Driver	Private Hire Vehicle	Private Hire Operator	Hackney Driver	Hackney Vehicle	LA 03	GA05	Sex Est.	Animal	Scrap	MST	Street Trading	Other
	-5,707.67	19,522.33	15,740.42	66.68	13,470.27	213,146.47	80,299.70	-1,406.02	24,186.31	0.00	14,089.49	3,519.49	-56,668.13
	-27,698.94	-71,113.26	-12,836.00	-16,451.00	-16,377.00	-99,491.00	-1,705.00	-2,698.00	-9,715.00	-1,719.00	-5,630.00	-8,779.00	0.00
	-33,406.61	-51,590.93	2,904.42	-16,384.32	-2,906.73	113,655.47	78,594.70	-4,104.02	14,471.31	-1,719.00	8,459.49	-5,259.51	-56,668.13
	32,442.93	63,590.48	12,364.82	18,311.72	15,897.62	136,012.97	7,065.61	3,532.80	17,664.02	8,832.01	8,832.01	8,832.01	
Direct Staffing	25,618.80	57,642.30	11,208.23	12,809.40	14,410.58	123,290.48	6,404.70	3,202.35	16,011.75	8,005.88	8,005.88	8,005.88	
Transport	157.68	354.78	68.99	78.84	88.70	758.84	39.42	19.71	98.55	49.28	49.28	49.28	
Supplies & Services	5,633.78	3,269.88	635.81	4,907.14	817.47	6,993.91	363.32	181.66	908.30	454.15	454.15	454.15	
Support Services	1,032.67	2,323.52	451.80	516.34	580.88	4,969.75	258.17	129.08	645.42	322.71	322.71	322.71	
	-963.67	11,999.55	15,269.23	1,927.39	12,990.89	249,668.43	85,660.30	-571.22	32,135.34	7,113.01	17,291.51	3,572.51	-56,668.13

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Name of fee or Charge	Statutory/ Discretionary Charge	Charge 23/24	Charge 24/25	Change from last Increase	Change from last Increase	Comments
Public Protection - Hackney Carriage Licences - Drivers Licences - HC & PH New (Combined Licence) 1 year (excludes DBS)	D	£ 185.00	£ 185.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - HC & PH New (Combined Licence) 3 years (excludes DBS)	D	£ 420.00	£ 420.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - HC & PH Renewal (Combined Licence) 1 year (excluding DBS)	D	£ 145.00	£ 145.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - HC & PH Renewal (Combined Licence) 3 years (excluding DBS)	D	£ 380.00	£ 380.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - HC New 1 year (excludes DBS)	D	£ 150.00	£ 150.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - HC New 3 years (excludes DBS)	D	£ 315.00	£ 315.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - HC Renewal 1 year (excludes DBS)	D	£ 110.00	£ 110.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - HC Renewal 3 years (excludes BDS)	D	£ 275.00	£ 275.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - PH New 1 year (excludes DBS)	D	£ 130.00	£ 130.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - PH New 3 year (excludes DBS)	D	£ 245.00	£ 245.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - PH Renewal 1 year (excludes DBS)	D	£ 90.00	£ 90.00	£ -	-	
Public Protection - Hackney Carriage Licences - Drivers Licences - PH Renewal 3 years(excludes DBS)	D	£ 205.00	£ 205.00	£ -	-	
Public Protection - Hackney Carriage Licences - Other Charges - Additional Knowledge test	D	£ 27.00	£ 27.00	£ -	-	
Public Protection - Hackney Carriage Licences - Other Charges - Checking and sealing taximeters	D	£ 27.00	£ 27.00	£ -	-	
Public Protection - Hackney Carriage Licences - Other Charges - DBS New to update service	D	£ 52.00	£ 52.00	£ -	-	
Public Protection - Hackney Carriage Licences - Other Charges - DBS Update service lapsed	D	£ 85.00	£ 85.00	£ -	-	
Public Protection - Hackney Carriage Licences - Other Charges - Replacement Drivers Badges	D	£ 22.00	£ 22.00	£ -	-	
Public Protection - Hackney Carriage Licences - Other Charges - Replacement Plate, mounting Bracket & Vehicle ID card	D	£ 26.00	£ 26.00	£ -	-	
Public Protection - Hackney Carriage Licences - Other Charges - Replacement door stickers	D	£ 8.00	£ 8.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having 1 vehicle 1 year	D	£ 80.00	£ 80.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having 1 vehicle 5 years	D	£ 385.00	£ 385.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having 11-20 vehicles 1 year	D	£ 815.00	£ 815.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having 11-20 vehicles 5 years	D	£ 4,060.00	£ 4,060.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having 2-5 vehicles 1 year	D	£ 265.00	£ 265.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having 2-5 vehicles 5 years	D	£ 1,325.00	£ 1,325.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having 6-10 vehicles 1 year	D	£ 550.00	£ 550.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having 6-10 vehicles 5 years	D	£ 2,740.00	£ 2,740.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having more than 21 vehicles 1 year	D	£ 1,010.00	£ 1,010.00	£ -	-	
Public Protection - Hackney Carriage Licences - Private Hire Operations - Operations having more than 21 vehicles 5 years	D	£ 5,050.00	£ 5,050.00	£ -	-	
Public Protection - Hackney Carriage Licences - Vehicle Licences - Hackney Carriage (HC)	D	£ 260.00	£ 260.00	£ -	-	
Public Protection - Hackney Carriage Licences - Vehicle Licences - Hackney Carriage (HC) (Wheelchair Accessible)	D	£ 210.00	£ 210.00	£ -	-	
Public Protection - Hackney Carriage Licences - Vehicle Licences - Private Hire Vehicle (PHV)	D	£ 325.00	£ 325.00	£ -	-	
Public Protection - Hackney Carriage Licences - Vehicle Licences - Private Hire Vehicle (PHV) (Wheelchair Accessible)	D	£ 275.00	£ 275.00	£ -	-	
Public Protection - Hackney Carriage Licences - Vehicle Licences - Vehicle Compliance Test	D	£ 47.00	£ 47.00	£ -	-	

Public Protection - Hackney Carriage Licences - Vehicle Licences - Vehicle Replacement	D	£	42.00	£	42.00	£	-	-
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Name of fee or Charge	Statutory/ Discretionary Charge	Charge 23/24	Charge 24/25	Change from last Increase	Change from last Increase	Comments
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - New application fee	D	£ 300.00	£ 320.00	£ 20.00	+6.67%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - New grant fee	D	£ 80.00	£ 85.00	FALSE	+6.25%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - renewal application fee	D	£ 300.00	£ 320.00	£ 20.00	+6.67%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - renewal grant fee	D	£ 80.00	£ 85.00	£ 5.00	+6.25%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - Variation to licence application fee	D	£ 90.00	£ 95.00	£ 5.00	+5.56%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - Variation to licence Inspection fee	D	£ 145.00	£ 155.00	£ 10.00	+6.90%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - re-evaluation of rating application fee	D	£ 90.00	£ 95.00	£ 5.00	+5.56%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - re-evaluation of rating Inspection fee	D	£ 145.00	£ 155.00	£ 10.00	+6.90%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - variation to reduce licensable activities or number of animals fee	D	£ 90.00	£ 95.00	£ 5.00	+5.56%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - transfer of licence fee	D	£ 90.00	£ 95.00	£ 5.00	+5.56%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - appeal fee	D	£ 145.00	£ 155.00	£ 10.00	+6.90%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - Combination of licensable activities application fee	D	£ 300.00	£ 320.00	£ 20.00	+6.67%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - Combination of licensable activities - additional activity fee(per additional activity)	D	£ 150.00	£ 160.00	£ 10.00	+6.67%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - Combination of licensable activities - grant fee (per activity) + vets fee if required	D	£ 80.00	£ 85.00	£ 5.00	+6.25%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Establishments Licence - Additional premises under an arrangers element of a Home Boarding Licence (per additional premises).	D	£ 60.00	£ 65.00	£ 5.00	+8.33%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Related Licences - Dangerous Wild Animals - plus appointed vets fee charge	D	£ 500.00	£ 530.00	£ 30.00	+6.00%	
Public Protection - Licences - Other Sales and Service Charges - Animal-Related Licences - Zoo - plus appointed vets fee charge	D	£ 1,500.00	£ 1,600.00	£ 100.00	+6.67%	

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Name of fee or Charge	Statutory/ Discretionary Charge	Charge 23/24	Charge 24/25	Change from last Increase	Change from last Increase	Comments
Public Protection - Licences - Other Sales and Service Charges - Skin Piercing Registrations - Registration of acupuncture, tattooing, ear piercing and electrolysis (licence Charge)	D	£ 140.00	£ 150.00	£ 10.00	+7.14%	
Public Protection - Licences - Other Sales and Service Charges - Skin Piercing Registrations - Registration of acupuncture, tattooing, ear piercing and electrolysis (Additional Fee per employee)	D	£ 75.00	£ 80.00	£ 5.00	+6.67%	
Massage and Special Treatment Licences - New	D	£ 140.00	£ 150.00	£ 10.00	+7.14%	
Massage and Special Treatment Licences - Renewal	D	£ 75.00	£ 80.00	£ 5.00	+6.67%	
Massage and Special Treatment Licences - Renewed Licence	D	£ 75.00	£ 80.00	£ 5.00	+6.67%	
Massage and Special Treatment Licences - Replacement Licence (Address change or change of ownership)	D	£ 140.00	£ 150.00	£ 10.00	+7.14%	
Public Protection - Licences - Other Sales and Service Charges - Street Trading Consents - Static	D	£ 1,500.00	£ 1,600.00	£ 100.00	+6.67%	
Public Protection - Licences - Other Sales and Service Charges - Street Trading Consents - Mobile	D	£ 700.00	£ 750.00	£ 50.00	+7.14%	
Public Protection - Sex Establishment Licences - Application for new licence	D	£ 3,800.00	£ 4,000.00	£ 200.00	+5.26%	
Public Protection - Sex Establishment Licences - Application for renewed licence	D	£ 2,800.00	£ 2,900.00	£ 100.00	+3.57%	
Public Protection - Sex Establishment Licences - Application for transfer	D	£ 100.00	£ 105.00	£ 5.00	+5.00%	
Scrap Metal Dealers Site Licence	D	£ 510.00	£ 540.00	£ 30.00	+5.88%	
Scrap Metal Dealers Collectors Licence	D	£ 330.00	£ 350.00	£ 20.00	+6.06%	
Scrap Metal Dealers Site Licence - Renewal	D	£ 425.00	£ 450.00	£ 25.00	+5.88%	
Scrap Metal Dealers Collectors Licence - Renewal	D	£ 275.00	£ 295.00	£ 20.00	+7.27%	
Scrap Metal Dealers Site Licence - Variation	D	£ 120.00	£ 130.00	£ 10.00	+8.33%	
Scrap Metal Dealers Collectors Licence - Variation	D	£ 120.00	£ 130.00	£ 10.00	+8.33%	
Registration - Approved Premises Regulations - Request for Review	D	£ 620.00	£ 660.00	£ 40.00	+6.45%	

Registration - Approved Premises Regulations - Application for Approval	D	£ 2,000.00	£ 2,120.00	£ 120.00	+6.00%	
Film Clasification minimum charge (inc 1st Hr)	D	£ -	£ 50.00	£ 50.00		New Fee
Film Clasification minimum charge (inc 1st Hr)	D	£ -	£ 50.00	£ 50.00		New Fee

Name of fee or Charge	Statutory/ Discretionary Charge	Charge 23/24	Charge 24/25	Change from last Increase	Change from last Increase	Comments
Gambling Licences - Adult Gaming Centre Premises Licence - Annual Fee	D	£ 800.00	£ 800.00	£ -	-	
Gambling Licences - Adult Gaming Centre Premises Licence - Application fee for reinstatement of a licence	D	£ 1,000.00	£ 1,000.00	£ -	-	
Gambling Licences - Adult Gaming Centre Premises Licence - Application fee in respect of Premises Licence	D	£ 1,600.00	£ 1,600.00	£ -	-	
Gambling Licences - Adult Gaming Centre Premises Licence - Application fee in respect of Provisional Statement	D	£ 1,600.00	£ 1,600.00	£ -	-	
Gambling Licences - Adult Gaming Centre Premises Licence - Application fee to transfer a licence	D	£ 1,000.00	£ 1,000.00	£ -	-	
Gambling Licences - Adult Gaming Centre Premises Licence - Application fee to vary a licence	D	£ 800.00	£ 800.00	£ -	-	
Gambling Licences - Annual fee for Club Gaming or Machine Permit	S	£ 50.00	£ 50.00	£ -	-	
Gambling Licences - Application for Club Gaming or Machine Permit	S	£ 200.00	£ 200.00	£ -	-	
Gambling Licences - Application for Club Gaming or Machine Permit (existing holder)	S	£ 100.00	£ 100.00	£ -	-	
Gambling Licences - Application for Club Gaming or Machine Permit (holding Certificate under licensing act 2003)	S	£ 100.00	£ 100.00	£ -	-	
Gambling Licences - Application for Prize Gaming Permit & Family Entertainment Centre Gaming Machine Permit	S	£ 300.00	£ 300.00	£ -	-	
Gambling Licences - Application to Vary Club Gaming or Machine Permit	S	£ 100.00	£ 100.00	£ -	-	

Gambling Licences - Betting Premises (Track) Licence - Annual Fee	D	£ 1,000.00	£ 1,000.00	£ -	-	
Gambling Licences - Betting Premises (Track) Licence - Application fee for reinstatement of a licence	D	£ 950.00	£ 950.00	£ -	-	
Gambling Licences - Betting Premises (Track) Licence - Application fee in respect of Premises Licence	D	£ 2,500.00	£ 2,500.00	£ -	-	
Gambling Licences - Betting Premises (Track) Licence - Application fee in respect of Provisional Statement	D	£ 2,500.00	£ 2,500.00	£ -	-	
Gambling Licences - Betting Premises (Track) Licence - Application fee to transfer a licence	D	£ 950.00	£ 950.00	£ -	-	
Gambling Licences - Betting Premises (Track) Licence - Application fee to vary a licence	D	£ 1,250.00	£ 1,250.00	£ -	-	
Gambling Licences - Bingo Premises Licence - Annual Fee	D	£ 800.00	£ 800.00	£ -	-	
Gambling Licences - Bingo Premises Licence - Application fee for reinstatement of a licence	D	£ 1,000.00	£ 1,000.00	£ -	-	
Gambling Licences - Bingo Premises Licence - Application fee in respect of Premises Licence	D	£ 3,000.00	£ 3,000.00	£ -	-	
Gambling Licences - Bingo Premises Licence - Application fee in respect of Provisional Statement	D	£ 3,000.00	£ 3,000.00	£ -	-	
Gambling Licences - Bingo Premises Licence - Application fee to transfer a licence	D	£ 1,000.00	£ 1,000.00	£ -	-	
Gambling Licences - Bingo Premises Licence - Application fee to vary a licence	D	£ 1,500.00	£ 1,500.00	£ -	-	

Gambling Licences - Change of name on Prize gaming Permit & Family Entertainment Centre Gaming Machine Permit	S	£ 25.00	£ 25.00	£ -	-	
Gambling Licences - Copy of Club Gaming or Machine Permit	S	£ 15.00	£ 15.00	£ -	-	
Gambling Licences - Copy of Prize gaming Permit & Family Entertainment Centre Gaming Machine Permit	S	£ 15.00	£ 15.00	£ -	-	
Gambling Licences - Copy of the Premises Licence	S	£ 15.00	£ 15.00	£ -	-	
Gambling Licences - Family Entertainment Centre Premises Licence - Annual Fee	D	£ 600.00	£ 600.00	£ -	-	
Gambling Licences - Family Entertainment Centre Premises Licence - Application fee for reinstatement of a licence	D	£ 800.00	£ 800.00	£ -	-	
Gambling Licences - Family Entertainment Centre Premises Licence - Application fee in respect of Premises Licence	D	£ 1,600.00	£ 1,600.00	£ -	-	
Gambling Licences - Family Entertainment Centre Premises Licence - Application fee in respect of Provisional Statement	D	£ 1,600.00	£ 1,600.00	£ -	-	
Gambling Licences - Family Entertainment Centre Premises Licence - Application fee to transfer a licence	D	£ 800.00	£ 800.00	£ -	-	
Gambling Licences - Family Entertainment Centre Premises Licence - Application fee to vary a licence	D	£ 800.00	£ 800.00	£ -	-	
Gambling Licences - Large Casino Premises Licence - Annual Fee	D	£ 10,000.00	£ 10,000.00	£ -	-	

Gambling Licences - Large Casino Premises Licence - Application fee for reinstatement of a licence	D	£ 2,150.00	£ 2,150.00	£ -	-	
Gambling Licences - Large Casino Premises Licence - Application fee in respect of Premises Licence	D	£ 10,000.00	£ 10,000.00	£ -	-	
Gambling Licences - Large Casino Premises Licence - Application fee in respect of Provisional Statement	D	£ 10,000.00	£ 10,000.00	£ -	-	
Gambling Licences - Large Casino Premises Licence - Application fee to transfer a licence	D	£ 2,150.00	£ 2,150.00	£ -	-	
Gambling Licences - Large Casino Premises Licence - Application fee to vary a licence	D	£ 5,000.00	£ 5,000.00	£ -	-	
Gambling Licences - Notification of change of circumstances fro premises Licence	S	£ 50.00	£ 50.00	£ -	-	
Gambling Licences - Occasional Use Notice	S	£ -	£ -	£ -	#DIV/0!	
Gambling Licences - Regional casino premises Licence	S	£ 15,000.00	£ 15,000.00	£ -	-	
Gambling Licences - Regional Casino Premises Licence - Annual Fee	D	£ 15,000.00	£ 15,000.00	£ -	-	
Gambling Licences - Regional Casino Premises Licence - Application fee for reinstatement of a licence	D	£ 6,500.00	£ 6,500.00	£ -	-	
Gambling Licences - Regional Casino Premises Licence - Application fee in respect of Premises Licence	D	£ 15,000.00	£ 15,000.00	£ -	-	
Gambling Licences - Regional Casino Premises Licence - Application fee in respect of Provisional Statement	D	£ 15,000.00	£ 15,000.00	£ -	-	
Gambling Licences - Regional Casino Premises Licence - Application fee to transfer a licence	D	£ 6,500.00	£ 6,500.00	£ -	-	

Gambling Licences - Regional Casino Premises Licence - Application fee to vary a licence	D	£ 7,500.00	£ 7,500.00	£ -	-	
Gambling Licences - Renewal of a Club Gaming or Machine Permit	S	£ 200.00	£ 200.00	£ -	-	
Gambling Licences - Renewal of Prize gaming Permit & Family Entertainment Centre Gaming Machine Permit	S	£ 300.00	£ 300.00	£ -	-	
Gambling Licences - Small Casino Premises Licence - Annual Fee	D	£ 5,000.00	£ 5,000.00	£ -	-	
Gambling Licences - Small Casino Premises Licence - Application fee for reinstatement of a licence	D	£ 1,800.00	£ 1,800.00	£ -	-	
Gambling Licences - Small Casino Premises Licence - Application fee in respect of Premises Licence	D	£ 8,000.00	£ 8,000.00	£ -	-	
Gambling Licences - Small Casino Premises Licence - Application fee in respect of Provisional Statement	D	£ 8,000.00	£ 8,000.00	£ -	-	
Gambling Licences - Small Casino Premises Licence - Application fee to transfer a licence	D	£ 1,800.00	£ 1,800.00	£ -	-	
Gambling Licences - Small Casino Premises Licence - Application fee to vary a licence	D	£ 4,000.00	£ 4,000.00	£ -	-	
Gambling Licences - Temporary Use Notice	S	£ 500.00	£ 500.00	£ -	-	
Lotteries and Amusements act 1976 - Annual fee (1st Jan to 31st Dec)	S	£ 20.00	£ 20.00	£ -	-	
Lotteries and Amusements act 1976 - Initial Registration Fee	S	£ 40.00	£ 40.00	£ -	-	

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Name of fee or Charge	Statutory/ Discretionary Charge	Charge 23/24	Charge 24/25	Change from last Increase	Change from last Increase	Comments
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 5,000 to 9,999	S	£ 1,000.00	£ 1,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 10,000 to 14,999	S	£ 2,000.00	£ 2,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 15,000 to 19,999	S	£ 4,000.00	£ 4,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 20,000 to 29,999	S	£ 8,000.00	£ 8,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 30,000 to 39,999	S	£ 16,000.00	£ 16,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 40,000 to 49,999	S	£ 24,000.00	£ 24,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 50,000 to 59,999	S	£ 32,000.00	£ 32,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 60,000 to 69,999	S	£ 40,000.00	£ 40,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 70,000 to 79,999	S	£ 48,000.00	£ 48,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 80,000 to 89,999	S	£ 56,000.00	£ 56,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Additional annual fee payable if applicable 90,000 and over	S	£ 64,000.00	£ 64,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 5,000 to 9,999	S	£ 1,000.00	£ 1,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 10,000 to 14,999	S	£ 2,000.00	£ 2,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 15,000 to 19,999	S	£ 4,000.00	£ 4,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 20,000 to 29,999	S	£ 8,000.00	£ 8,000.00	£ -	-	

Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 30,000 to 39,999	S	£ 16,000.00	£ 16,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 40,000 to 49,999	S	£ 24,000.00	£ 24,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 50,000 to 59,999	S	£ 32,000.00	£ 32,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 60,000 to 69,999	S	£ 40,000.00	£ 40,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 70,000 to 79,999	S	£ 48,000.00	£ 48,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 80,000 to 89,999	S	£ 56,000.00	£ 56,000.00	£ -	-	
Alcohol and Entertainment Licences - Additional Fees - Attendance at any one time 90,000 and over	S	£ 64,000.00	£ 64,000.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - Annual Charge - A = None to £4,400	S	£ 70.00	£ 70.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - Annual Charge - B = £4,301 to £33,000	S	£ 180.00	£ 180.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - Annual Charge - C = £33,001 to £87,000	S	£ 295.00	£ 295.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - Annual Charge - D = £87,001 to £125,000	S	£ 320.00	£ 320.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - Annual Charge - E = £125,000 plus	S	£ 350.00	£ 350.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - New Application & Variation - A = None to £4,400	S	£ 100.00	£ 100.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - New Application & Variation - B = £4,301 to £33,000	S	£ 190.00	£ 190.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - New Application & Variation - C = £33,001 to £87,000	S	£ 315.00	£ 315.00	£ -	-	
Alcohol and Entertainment Licences - Club Premises Certificates - New Application & Variation - D = £87,001 to £125,000	S	£ 450.00	£ 450.00	£ -	-	

Alcohol and Entertainment Licences - Club Premises Certificates - New Application & Variation - E = £125,000 plus	S	£ 635.00	£ 635.00	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Application for a provisional statement where premises being built etc.	S	£ 315.00	£ 315.00	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Application for the grant or renewal of a personal licence	S	£ 37.00	£ 37.00	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Application for transfer of premises licence	S	£ 23.00	£ 23.00	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Application to vary licence to specify individual as premises supervisor	S	£ 23.00	£ 23.00	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Change of relevant registered address of club	S	£ 10.50	£ 10.50	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Duty to notify change of name or address	S	£ 10.50	£ 10.50	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Notification of change of name or address	S	£ 10.50	£ 10.50	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Notification of change of name or alteration of rules of club	S	£ 10.50	£ 10.50	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Right of freeholder etc. to be notified of licensing matters	S	£ 21.00	£ 21.00	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Temporary event notice	S	£ 21.00	£ 21.00	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Theft, loss etc. of certificate or summary	S	£ 10.50	£ 10.50	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Theft, loss etc. of personal licence	S	£ 10.50	£ 10.50	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Theft, loss etc. of premises licence or summary	S	£ 10.50	£ 10.50	£ -	-	
Alcohol and Entertainment Licences - Other Fees - Theft, loss etc. of temporary event notice	S	£ 10.50	£ 10.50	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - Annual Charge - A = None to £4,400	S	£ 70.00	£ 70.00	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - Annual Charge - B = £4,301 to £33,000	S	£ 180.00	£ 180.00	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - Annual Charge - C = £33,001 to £87,000	S	£ 295.00	£ 295.00	£ -	-	

Alcohol and Entertainment Licences - Premises Licenses - Annual Charge - D = £87,001 to £125,000	S	£ 320.00	£ 320.00	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - Annual Charge - E = £125,000 plus	S	£ 350.00	£ 350.00	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - New Application & Variation - A = None to £4,400	S	£ 100.00	£ 100.00	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - New Application & Variation - B = £4,301 to £33,000	S	£ 190.00	£ 190.00	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - New Application & Variation - C = £33,001 to £87,000	S	£ 315.00	£ 315.00	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - New Application & Variation - D = £87,001 to £125,000	S	£ 450.00	£ 450.00	£ -	-	
Alcohol and Entertainment Licences - Premises Licenses - New Application & Variation - E = £125,000 plus	S	£ 635.00	£ 635.00	£ -	-	

Fee	Thurrock	Brentwood	Basildon	Rochford	Southend	Average	% > TC
Animal-Establishments Licence - New application fee	£300.00	£330.00	£260.00	£259.00	£242.00	£278.20	-7.27%
Animal-Establishments Licence - New grant fee	£80.00	£110.00	£115.00		£120.00	£106.25	32.81%
Animal-Establishments Licence - renewal application fee	£300.00	£330.00	£260.00	£259.00	£242.00	£278.20	-7.27%
Animal-Establishments Licence - renewal grant fee	£80.00	£110.00	£115.00		£120.00	£106.25	32.81%
Animal-Establishments Licence - Variation to licence application fee	£90.00	£108.00	£57.00	£68.38	£30.86	£70.85	-21.28%
Animal-Establishments Licence - Variation to licence Inspection fee	£145.00	£137.00	£177.00		£30.86	£122.47	-15.54%
Animal-Establishments Licence - re-evaluation of rating application fee	£90.00	£108.00	£57.00	£68.38	£80.00	£80.68	-10.36%
Animal-Establishments Licence - re-evaluation of rating Inspection fee	£145.00	£137.00	£179.00		£80.00	£135.25	-6.72%
Animal-Establishments Licence - variation to reduce licensable activities or number of animals fee	£90.00	£93.00	£57.00	£89.57	£30.86	£72.09	-19.90%
Animal-Establishments Licence - transfer of licence fee	£90.00	£90.00	£83.00	£89.57		£88.14	-2.06%
Animal-Establishments Licence - appeal fee	£145.00	£137.00		£68.38		£116.79	-19.45%
Animal-Establishments Licence - Combination of licensable activities application fee	£300.00	£330.00	£260.00	£259.00	£242.00	£278.20	-7.27%
Animal-Establishments Licence - Combination of licensable activities - additional activity fee(per additional activity)	£150.00	£155.00	£83.00			£129.33	-13.78%
Animal-Establishments Licence - Combination of licensable activities - grant fee (per activity) + vets fee if required	£80.00	£110.00			£120.00	£103.33	29.17%
Animal-Establishments Licence - Additional premises under an arrangers element of a Home Boarding Licence (per additional premises).	£60.00	£70.00				£65.00	8.33%
Animal-Related Licences - Dangerous Wild Animals - plus appointed vets fee charge	£500.00	£500.00	£662.00	£185.21	£578.00	£485.04	-2.99%
Animal-Related Licences - Zoo - plus appointed vets fee charge	£1,500.00	£1,500.00	£915.00	£495.00	£1,163.00	£1,114.60	-25.69%
Drivers Licences - HC & PH New (Combined Licence) 1 year (excludes DBS)	£185.00	£160.00	£225.00	£160.00	£351.00	£216.20	16.86%
Drivers Licences - HC & PH New (Combined Licence) 3 years (excludes DBS)	£420.00	£404.00	£297.00	£160.00	£351.00	£326.40	-22.29%
Drivers Licences - HC & PH Renewal (Combined Licence) 1 year (excluding DBS)	£145.00	£143.00	£113.00	£140.00	£303.00	£168.80	16.41%
Drivers Licences - HC & PH Renewal (Combined Licence) 3 years (excluding DBS)	£380.00	£354.00	£195.00	£140.00	£303.00	£274.40	-27.79%
Drivers Licences - HC New 1 year (excludes DBS)	£150.00	£160.00	£225.00	£160.00	£351.00	£209.20	39.47%
Drivers Licences - HC New 3 years (excludes DBS)	£315.00	£404.00	£297.00	£160.00	£351.00	£305.40	-3.05%
Drivers Licences - HC Renewal 1 year (excludes DBS)	£110.00	£143.00	£113.00	£140.00	£303.00	£161.80	47.09%
Drivers Licences - HC Renewal 3 years (excludes BDS)	£275.00	£354.00	£195.00	£140.00	£303.00	£253.40	-7.85%
Drivers Licences - PH New 1 year (excludes DBS)	£130.00	£160.00	£225.00	£140.00	£351.00	£201.20	54.77%
Drivers Licences - PH New 3 year (excludes DBS)	£245.00	£404.00	£297.00	£140.00	£351.00	£287.40	17.31%
Drivers Licences - PH Renewal 1 year (excludes DBS)	£90.00	£143.00	£113.00	£120.00	£303.00	£153.80	70.89%
Drivers Licences - PH Renewal 3 years(excludes DBS)	£205.00	£354.00	£195.00	£120.00	£303.00	£235.40	14.83%
Private Hire Operations - Operations having 1 vehicle 1 year	£80.00	£105.00	£110.00	£80.00	£117.00	£98.40	23.00%
Private Hire Operations - Operations having 1 vehicle 5 years	£385.00	£374.00	£300.00	£400.00	£1,277.00	£547.20	42.13%
Private Hire Operations - Operations having 2-5 vehicles 1 year	£265.00	£305.00	£180.00	£120.00	£860.00	£346.00	30.57%
Private Hire Operations - Operations having 2-5 vehicles 5 years	£1,325.00	£1,248.00	£750.00	£600.00	£1,277.00	£1,040.00	-21.51%
Private Hire Operations - Operations having 6-10 vehicles 1 year	£550.00	£405.00	£180.00	£200.00	£860.00	£439.00	-20.18%
Private Hire Operations - Operations having 6-10 vehicles 5 years	£2,740.00	£1,547.00	£750.00	£1,000.00	£1,277.00	£1,462.80	-46.61%
Private Hire Operations - Operations having 11-20 vehicles 1 year	£815.00	£405.00	£300.00	£200.00	£860.00	£516.00	-36.69%
Private Hire Operations - Operations having 11-20 vehicles 5 years	£4,060.00	£1,547.00	£1,250.00	£1,000.00	£1,277.00	£1,826.80	-55.00%
Private Hire Operations - Operations having more than 21 vehicles 1 year	£1,010.00	£405.00	£300.00	£200.00	£860.00	£555.00	-45.05%
Private Hire Operations - Operations having more than 21 vehicles 5 years	£5,050.00	£1,547.00	£1,250.00	£1,000.00	£1,277.00	£2,024.80	-59.90%
Vehicle Licences - Hackney Carriage (HC)	£260.00	£296.00	£390.00	£280.00	£348.00	£314.80	21.08%
Vehicle Licences - Hackney Carriage (HC) (Wheelchair Accessible)	£210.00	£296.00	£390.00	£230.00	£348.00	£294.80	40.38%
Vehicle Licences - Private Hire Vehicle (PHV)	£325.00	£274.00	£340.00	£225.00	£310.00	£294.80	-9.29%
Vehicle Licences - Private Hire Vehicle (PHV) (Wheelchair Accessible)	£275.00	£274.00	£340.00	£175.00	£310.00	£274.80	-0.07%
Vehicle Licences - Vehicle Replacement	£42.00	£80.00	£100.00	£50.00	£58.50	£66.10	57.38%

Skin Piercing Registrations - Registration of acupuncture, tattooing, ear piercing and electrolysis (licence Charge)	£140.00	£284.00	£190.00	£252.80	£152.00	£203.76	45.54%
Skin Piercing Registrations - Registration of acupuncture, tattooing, ear piercing and electrolysis (Additional Fee per employee)	£75.00	£100.00	£57.00		£37.00	£67.25	-10.33%
Massage and Special Treatment Licences - New	£140.00				£152.00	£146.00	4.29%
Massage and Special Treatment Licences - Renewal	£75.00				£125.00	£100.00	33.33%
Massage and Special Treatment Licences - Renewed Licence	£75.00				£125.00	£100.00	33.33%
Massage and Special Treatment Licences - Replacement Licence (Address change or change of ownership)	£140.00					£140.00	0.00%
Public Protection - Licences - Other Sales and Service Charges - Street Trading Consents - Static	£1,500.00	£1,000.00	£347.00	£305.49		£788.12	-47.46%
Public Protection - Licences - Other Sales and Service Charges - Street Trading Consents - Mobile	£700.00	£600.00	£347.00	£305.49		£488.12	-30.27%
Sex Establishment Licences - Application for new licence	£3,800.00	£2,330.00	£1,433.00	£3,398.18	£1,650.00	£2,522.24	-33.63%
Sex Establishment Licences - Application for renewed licence	£2,800.00	£1,590.00	£438.00	£3,398.18	£1,247.00	£1,894.64	-32.33%
Sex Establishment Licences - Application for transfer	£100.00	£530.00	£370.00		£1,247.00	£561.75	461.75%
Scrap Metal Dealers Site Licence	£510.00	£510.00	£397.00	£405.95	£522.00	£468.99	-8.04%
Scrap Metal Dealers Collectors Licence	£330.00	£300.00	£307.00	£268.95	£366.00	£314.39	-4.73%
Scrap Metal Dealers Site Licence - Renewal	£425.00	£510.00	£300.00	£323.36	£412.00	£394.07	-7.28%
Scrap Metal Dealers Collectors Licence - Renewal	£275.00	£252.00	£230.00	£224.28	£275.00	£251.26	-8.63%
Scrap Metal Dealers Site Licence - Variation	£120.00	£100.00	£75.00	£77.89	£180.00	£110.58	-7.85%
Scrap Metal Dealers Collectors Licence - Variation	£120.00	£100.00	£75.00	£77.89	£142.00	£102.98	-14.19%
Registration - Approved Premises Regulations - Request for Review	£620.00				£685.00	£652.50	5.24%
Registration - Approved Premises Regulations - Application for Approval	£2,000.00				£2,000.00	£2,000.00	0.00%

Thurrock Council

Community Equality Impact Assessment

Service area and lead officer

Name of service	Licensing
CEIA Lead Officer	Paul Adams
CEIA Lead Officer job title	Licensing Manager
CEIA Lead Officer email address	pxadams@thurrock.gov.uk

Subject of this assessment

What specific policy, strategy, function or service is the subject of this assessment?
Setting of Licensing Fees
Borough-wide or location-specific?
<input checked="" type="checkbox"/> Borough-wide <input type="checkbox"/> Location-specific – please state locations below.
Click or tap here to enter text.
Why is this policy, strategy, function or service development or review needed?
<p>The setting of licensing fees and charges must be undertaken on an annual basis</p> <p>Most licence applications attract a fee, different licensing regimes have different ways in which the fees are set, which generally is by one of three ways:</p> <ul style="list-style-type: none">• A statutory set fee.• A locally set fee that has by statute, a capped maximum amount.• A locally set fee with no maximum cap. <p>With the exception of the statutory set fees, any fee charged must be based on cost recovery, no profit can be made on the licence fee income.</p>

1. Engagement, consultation and supporting information

- 1.1. What steps you have taken, or do you plan to take, to engage or consult (where applicable) the whole community or specific groups affected by this development or review? **This is a vital step.**

Steps you have taken, or plan to take, to engage or consult

Click or tap here to enter text.

Consultation on the proposed fee change is not required as there are no significant proposed changes and those fees that require statutory consultation are not being increased.

Consultation should be undertaken on any significant proposed changes to fees, or where consultation is required by statute as below. None of the changes proposed meet these criteria.

Under the Local Government (Miscellaneous Provisions) Act 1976, with regards to hackney carriage proprietors' licences, private hire vehicle licences and private hire operator licences, there is a requirement where the fee charged is greater than £25 to consult on the proposed fee as prescribed by the legislation. The procedure requires that a notice must be published in a local newspaper, and at the offices, which must give 28 days from the date of publishing for objections to be lodged and advertise the date the fees will come into effect. If objection is received and has not been withdrawn, then the council must consider the objections. If this is the case, then this committee will consider the objections.

The fee increase will be notified to all service users at least 6 weeks before implementation.

- 1.2. What data or intelligence sources have you used to inform your assessment of the impact? How have these helped you understand who will be affected by the development or review?

Sources of data or intelligence, and how they have been used

Licensing fees are being increased in accordance with legislation on a cost recovery basis.

We have reviewed our own costs associated with providing these services and reviewed charges made by other local authorities for similar work and where appropriate benchmarked against these. Most local authorities publish these charges online.

2. Community and workforce impact

2.1. What impacts will this development or review have on communities, workforce and the health and wellbeing of local residents?

Communities and groups	Positive	Neutral	Negative	Summary of positive and negative impacts	How will positives be maximised, and negatives minimised or eliminated?
Local communities in general	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Gender reassignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Marriage and civil partnership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Pregnancy and maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Sexual orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Location-specific impact, if any	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Workforce	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Health and wellbeing of residents	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
Socio-economic outcomes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.

Communities and groups	Positive	Neutral	Negative	Summary of positive and negative impacts	How will positives be maximised, and negatives minimised or eliminated?
Veterans and serving members of the armed forces	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.

3. Monitoring and review

3.1. How will you review community and equality impact once the policy, strategy, function or service has been implemented? These actions should be developed using the information gathered in sections 1 and 2 and included in your service area's business plans.

Action	By when	By who
N/A	Click or tap here to enter text.	Click or tap here to enter text.
N/A	Click or tap here to enter text.	Click or tap here to enter text.
N/A	Click or tap here to enter text.	Click or tap here to enter text.
N/A	Click or tap here to enter text.	Click or tap here to enter text.
N/A	Click or tap here to enter text.	Click or tap here to enter text.
N/A	Click or tap here to enter text.	Click or tap here to enter text.

4. Next steps

4.1. The information gathered must be used to inform reports presented to Cabinet or overview and scrutiny committees. This will give members a necessary understanding of the impact their decisions will have on different groups and the whole community.

Summarise the implications and customer impact below. This summary should be added to the committee reports template in the Diversity and Equality Implications section for review and sign-off at the consultation stage of the report preparation cycle.

Summary of implications and customer impact

The increase to our charges will affect anyone that holds a relevant licence with Thurrock Council or is wanting to apply for a relevant licence with Thurrock Council.

5. Sign off

5.1. This Community Equality Impact Assessment must be authorised by the relevant project sponsor, strategic lead, or assistant director. This should not be the CEIA Lead Officer. Officers authorising this assessment are responsible for:

- the accuracy of the information
- making sure actions are undertaken

Name	Role	Date
Gavin Dennett	Head of Public Protection	07/11/23
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